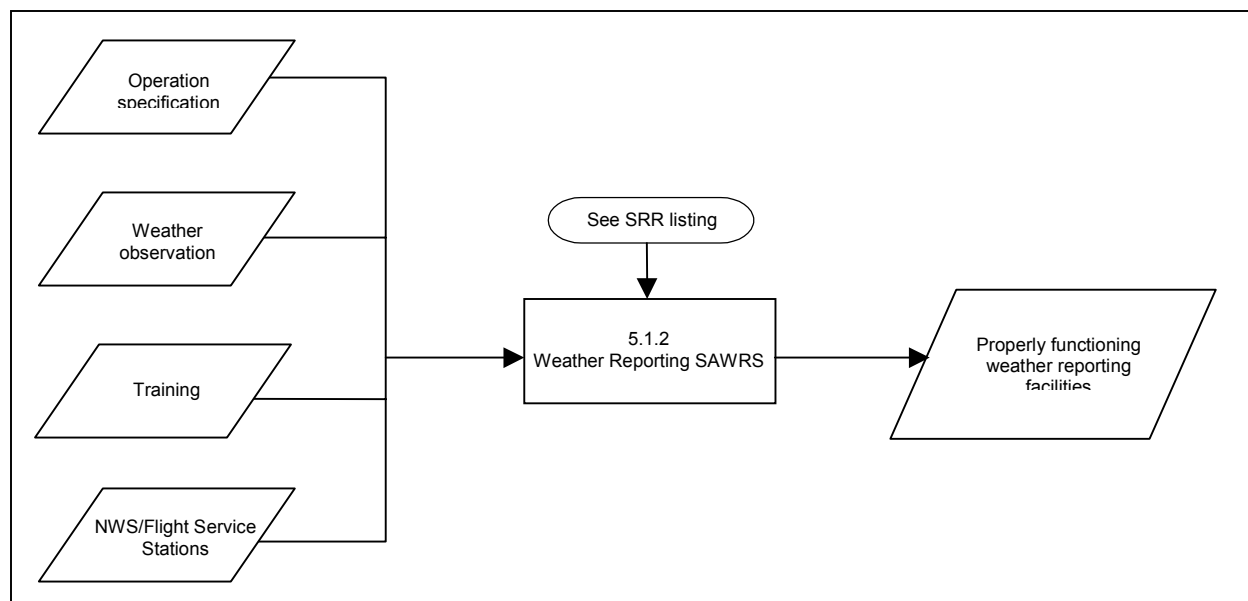


Safety Attribute Inspection (SAI) Job Aid



ELEMENT SUMMARY INFORMATION

Element: 5.1.2 Weather Reporting SAWRS

Purpose of this Element (Air Carrier's responsibility): To ensure weather reporting stations are staffed, maintained, and functioning properly.

Objective (FAA responsibility): To determine if the air carrier's Weather Reporting SAWRS process includes safety attributes.

Inputs:

- Operation Specification
- Weather Observation
- Training
- National Weather Stations/Flight Service Stations

Output:

- Properly functioning weather reporting facilities

Performance Measures:

- The Air Carrier ensures training of personnel that maintain non-federal weather reporting facilities.
- The Air Carrier ensures training records are kept for personnel that maintain non-federal weather reporting facilities.
- The Air Carrier ensures that non-federal weather reporting facilities are maintained to standards established in the Manual.

Safety Attribute Inspection (SAI) Job Aid

SRR:

- 119.43 Certificate holder's duty to maintain operations specifications.
- 121.101 Weather reporting facilities.
- 121.119 Weather reporting facilities.
- 119.43(a)(b)(c) Certificate holder's duty to maintain operations specifications

Other CFRs and/or FAA Guidance:

- AC 150/5220-16B Airports.
- AC 91-54 Air Traffic Control and general operations.
- FAA Form 8430-22 SAWRS Questionnaire
- FAA Order 8400.10, Vol. 3, Chap. 7, Sec. 3, Par. 1439. Sources of NWS Weather Reports or Sources Approved by NWS.

Safety Attribute Inspection (SAI) Job Aid

SRR SPECIFIC INFORMATION

SRR	Intent	Inspectors
119.43	To ensure that weather reporting facilities are included in the Operations Specifications.	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>
121.101	To ensure the Air Carrier had weather reporting facilities available for Domestic and Flag Operations.	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>
121.119	To require that Supplemental Operators use FAA approved weather reports and forecasts.	<i>Certification: Airworthiness</i> <i>Surveillance: Airworthiness</i>

Safety Attribute Inspection (SAI) Job Aid

5.1.2 Weather Reporting SAWRS

SECTION 1 - RESPONSIBILITY ATTRIBUTE

Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person who is accountable for the quality of the Weather Reporting SAWRS process.

To meet this objective, the inspector will accomplish the following tasks:

1. Identify the person who is responsible for the quality of the Weather Reporting SAWRS process.
2. Review the description in the Manual that delineates the duties and responsibilities of the person.
3. Evaluate the person's qualifications and work experience (or resume', if appropriate).
4. Review the appropriate organizational chart.
5. Discuss the Weather Reporting SAWRS process with the person.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Is there a clearly identifiable person who is answerable for the quality of the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If yes, provide the name: <input type="checkbox"/> NO If no, explain:
2. Does the person understand the procedures associated with the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
3. Does the person understand the controls associated with the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Does the person understand the interfaces associated with the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the person understand the process measurements associated with the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
6. Is the responsibility of this position clearly documented in the air carrier's Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7. Are the qualification standards for this position clearly documented?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7a Are the qualification standards for this position appropriate for the duties that are assigned?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the person meet the qualification standards?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
9. Does the person acknowledge that he/she has responsibility for the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
10. Does the person know who has authority to establish and modify the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

Safety Attribute Inspection (SAI) Job Aid

5.1.2 Weather Reporting SAWRS

SECTION 2 – AUTHORITY ATTRIBUTE

Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person with the authority to establish and modify the Weather Reporting SAWRS process.

To meet this objective, the inspector will accomplish the following tasks:

1. Identify the person who has the authority to establish or modify the Weather Reporting SAWRS process.
2. Review the description in the Manual that delineates the duties and responsibilities of the person.
3. Evaluate the person's qualifications and work experience (or resume', if appropriate).
4. Review the appropriate organizational chart.
5. Discuss the Weather Reporting SAWRS process with the person.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Is there a clearly identifiable person who has authority to establish and modify the air carrier's policies for the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If yes, provide the name: <input type="checkbox"/> NO If no, explain:
2. Does the person understand the procedures associated with the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
3. Does the person understand the controls associated with the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Does the person understand the interfaces associated with the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the person understand the process measurements associated with the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
6. Is the authority of this position clearly documented in the air carrier's Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7. Are the qualification standards for this position clearly documented?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7a Are the qualification standards for this position appropriate for the duties that are assigned?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the person meet the qualification standards?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
9. Does the person acknowledge that he/she has authority for the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
10. Does the individual know who has the responsibility for the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
11. Are the procedures for delegation of authority clearly documented for the Weather Reporting SAWRS process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

Safety Attribute Inspection (SAI) Job Aid

5.1.2 Weather Reporting SAWRS

SECTION 3 – PROCEDURES ATTRIBUTE

Objective: To determine if the air carrier has documented procedures for accomplishing the Weather Reporting SAWRS process.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Weather Reporting SAWRS process to ensure that they contain who, what, where, when, and how.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI.
3. Discuss the Weather Reporting SAWRS process with appropriate personnel to gain an understanding of the procedures.
4. Observe the Weather Reporting SAWRS process to gain an understanding of the procedures.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Do written procedures exist to achieve the desired result of the Weather Reporting SAWRS process:

1.1 Do written procedures establish standards for maintaining equipment at non-federal weather reporting facilities? [SRR 121.101, SRR 121.119]

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.2 Do written procedures establish training requirements for personnel maintaining non-federal weather reporting facilities?

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

2. Do the procedures identify: who, what, where, when and how?

☐ YES **If no, explain:**
☐ NO

3. Are the procedures in compliance with the CFR(s)?

☐ YES **If no, explain:**
☐ NO

4. Do the procedures conform to other written guidance (E.g., Operations Specifications, FAA Orders, Airworthiness Directives, Advisory Circulars, Handbook Bulletins, Directives, and Manufacturer's Recommendations)?

☐ YES **If no, explain:**
☐ NO

5. Does the air carrier have the resources to support the written procedures for the Weather Reporting SAWRS process?

☐ YES **If no, explain:**
☐ NO

6. If alternate procedures exist for use during irregular conditions, do they achieve the same desired results as the primary procedures so that an equivalent level of safety is maintained? (E.g., a manual system used as a result of equipment failure).

☐ YES **If no, explain:**
☐ NO
☐ N/A, **No alternate procedures exist for this element**

7. Are the procedures published in different manuals relating to the Weather Reporting SAWRS process consistent?

☐ YES **If no, explain:**
☐ NO

8. Does the air carrier have a documented method for assessing the impacts of procedural changes to the Weather Reporting SAWRS process?

☐ YES **If no, explain:**
☐ NO

Safety Attribute Inspection (SAI) Job Aid

5.1.2 Weather Reporting SAWRS

SECTION 4 – CONTROL ATTRIBUTE

Objective: To determine if checks and restraints are designed into the Weather Reporting SAWRS process to ensure a desired result is achieved.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Weather Reporting SAWRS process.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI
3. Discuss the Weather Reporting SAWRS process with appropriate personnel to gain an understanding of the controls.
4. Observe the Weather Reporting SAWRS process to gain an understanding of the controls.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Are the following checks and restraints built into the Weather Reporting SAWRS process:

1.1 Are non-federal reporting facilities used by the Air Carrier maintained in accordance with the standards in the Manual? [SRR 121.101, SRR 121.119, 121.119(a)]

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.2 Does the Air Carrier require specified training for maintenance of non-federal weather reporting facilities?

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

2. Do the checks and restraints ensure the desired result is achieved for the Weather Reporting SAWRS process?

☐ YES **If no, explain:**
☐ NO

3. Does the air carrier have a documented method for assessing the impacts of any changes made to checks and restraints in the Weather Reporting SAWRS process?

☐ YES **If no, explain:**
☐ NO

4. Does the air carrier have the resources to support the checks and restraints for the Weather Reporting SAWRS process?

☐ YES **If no, explain:**
☐ NO

Safety Attribute Inspection (SAI) Job Aid

5.1.2 Weather Reporting SAWRS

SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE

Objective: To determine if the air carrier measures and assesses the Weather Reporting SAWRS process, to identify and correct problems or potential problems.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Weather Reporting SAWRS process.
2. Discuss the Weather Reporting SAWRS process with appropriate personnel to gain an understanding of the process measures.
3. Observe the Weather Reporting SAWRS process to gain an understanding of the process measures.

To meet this objective, the inspector will determine and record answers to the following questions:

1. <Deleted>

2. Does the air carrier's Weather Reporting SAWRS process include the following process measurements?

2.1 The Air Carrier audits training records for personnel that maintain non-federal weather reporting facilities.

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

2.2 The Air Carrier audits non-federal weather reporting facilities to ensure they are maintained in accordance with the standards established in their Manual.

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

3. Does the air carrier document their process measurement methods and results?

☐ YES If no, explain:
☐ NO

4. Are the air carrier's process measurement methods effective?

☐ YES If no, explain:
☐ NO

5. Does the air carrier use their process measurement results to improve their programs?

☐ YES If no, explain:
☐ NO

6. Are the process measurement results accessible to the FAA?

☐ YES If no, explain:
☐ NO

7. Does the organization that conducts the process measurement have direct access to the person with responsibility for the Weather Reporting SAWRS process?

☐ YES If no, explain:
☐ NO

8. Does the air carrier have the resources to support the process measurement for the Weather Reporting SAWRS process?

☐ YES If no, explain:
☐ NO

Safety Attribute Inspection (SAI) Job Aid

5.1.2 Weather Reporting SAWRS

SECTION 6 – INTERFACES ATTRIBUTE

Objective: To determine if the air carrier identifies and manages the interactions between the Weather Reporting SAWRS process and the other element processes within the air carrier organization.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Weather Reporting SAWRS process.
2. Discuss the Weather Reporting SAWRS process with appropriate personnel to gain an understanding of the interfaces
3. Observe the Weather Reporting SAWRS process to gain an understanding of the interfaces.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Are the following interfaces identified for the Weather Reporting SAWRS process:

<i>1.1 Outsource Organization (Element 1.3.7)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.2 Dispatch or Flight Release (Element 3.2.1)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.3 Altimeter Setting Sources (Element 5.1.4)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.4 Station Facilities (Element 5.1.5)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.5 Director of Maintenance (Element 7.1.1)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.6 Director of Safety (Element 7.1.3)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.7 Director of Operations (Element 7.1.4)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.8 Chief Pilot (Element 7.1.5)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.9 Manual Currency (Element 2.1.1)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A

Safety Attribute Inspection (SAI) Job Aid

5.1.2 Weather Reporting SAWRS

SECTION 6 – INTERFACES ATTRIBUTE

1.10 <i>Content Consistency Across Manuals (Element 2.1.2)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.11 <i>(Manual) Distribution (Element 2.1.3)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
1.12 <i>(Manual) Availability (Element 2.1.4)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A
2. List any additional interfaces identified:	
3. Are there written procedures for the use of air carrier personnel in the application of these interfaces?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Are there controls to ensure that interfaces occur?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Are the interfaces between the Weather Reporting SAWRS process and other processes treated consistently in the Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO